

Appleby Archaeology

Notes of the Committee Meeting of the Appleby Archaeology Group held on Thursday May 12th 2016 at The White House, Appleby.

Present

Phyl Rouston	Chairman
Heather Edwards	Membership Secretary
Carol Dougherty	
Martin Railton	Research
Martin Joyce	Newsletter Editor
Mike Godfrey	Treasurer
Richard Stevens	Secretary

Apologies

None

Notes of the last meeting

The notes of the previous meeting were agreed to be a correct record.

1/5/16 Matters arising

Item 6/2/16 No response has been received from Carl Bendelow and therefore we assume that the matter has been dropped. No further action.

Item 8/2/16 Change of venue. Agenda item ceased.

2/5/16 Membership

Heather said that membership was slightly higher than at this time last year, with 63 subscribers, 41 single and 11 joint. Heather told the committee that she would be moving away, probably in 2017. The membership secretary's post would therefore become vacant.

3/5/16 Treasurer's Report

Mike tabled his report, showing the current status, with all subscriptions received. All W-A invoices now paid, together with the conservator's fee. The balance for the recurring expenses eg. Speakers, hall hire etc. for the current year was about £900, thought to be sufficient.

4/5/16 Dig Appleby Project

The whole committee expressed delight that the HLF had decided to award the Group a grant under the Sharing Heritage funding stream for the 'Dig Appleby' Project, which had previously had the provisional title of the Appleby Town Project. Richard explained some of the administration processes which he had discovered whilst poring over the many documents and said that he was confident that we could satisfy the HLF of all their requirements during the course of the Project. He had one particular concern - the contract was clear that any association through employment etc. between the Group and their selected contractor would need clarification before HLF would permit that contractor to be used. Clearly, Martin R's employment by Wardell-Armstrong and his role as Research Officer of the Group fell into this category.

Richard also suggested that it might be useful to request a delay to the start of the project since it was already May and more time would be required to arrange activities for this summer. He agreed to take up these two matters with the HLF case officer as soon as possible.

Martin R explained that if Richard would take on the administrative role of the project & the communications with HLF, he would be happy to take on organisational & archaeological matters, beginning on his return from his week's holiday. Other members of the committee agreed that they would await the programme from Martin R before taking on any specified tasks.

The committee decided to have the next full meeting in two, rather than three months time in order to evaluate progress & make any necessary decisions.

Martin J said that he would begin by looking at the Wordpress Blog software. **(Martin R, Martin J, Richard)**

5/5/16 Correspondence

Castle Studies Trust. Phyl explained that she and Richard had received a message from Erik Matthews offering to introduce Appleby Archaeology as a possible grant applicant to the Castle Studies Trust, who may wish to conduct a project at Appleby Castle. She had requested more information and this had been forthcoming. Martin R said that this may fit in very well with the Dig Appleby Project, giving the possibility to investigate the burgage plots in the grounds. Richard couldn't understand why, when the maximum grant according to the Trust's own flyer was £5000, Erik had mentioned the possibility of the much greater sum of £37,000 being available & what work would be required for such a sum. It was agreed that Phyl should write to Erik asking that we be kept informed of the progress of the discussions between the Trust & the owner of the Castle, as well as the potential timescale of the project. **(Phyl)**

CBA North. Phyl and Richard were now being kept fully informed of the activities of CBAN, Richard more than once. Carol asked that the newsletters be circulated to the committee & Richard agreed to do so. **(Richard)**

SWAAG. (Swaledale & Arkengarthdale Archaeological Group) Richard had discussed our upcoming project with David Johnson after his talk to the group on limekilns. David explained that he had just finished mentoring a very similar project by SWAAG & would be happy to assist us in any way he could. Richard had been invited to the final project meeting & exhibition in Reeth but had been unable to attend. Further to this, he had also been contacted by the secretary of SWAAG with a similar offer and had said that once we knew the result of our application, we would contact them again. This seems to have been a very successful project and Richard felt that talking to them might help us to avoid any potential pitfalls, not so much with the archaeology but with the HLF interface. There was agreement that the channel should be maintained. **(Richard)**

A in W Society. Phyl had contacted Vivienne Gate regarding the members of the new committee of the Society. Vivienne had replied that there was a list of committee members displayed on the WI notice board and that at present there was no secretary. Phyl will continue to try to make the contact. **(Phyl)**

6/5/16 Programme

A discussion took place on the palaeography workshop offered by Carol. Martin R thought that although any research carried out as part of Dig Appleby would probably be with known & possibly even transcribed documents, such a workshop could be a very useful part of the Project for the purposes of achieving HLF stated goals. Bearing in mind that this could only be done with small groups of 6-8 people, Carol agreed that it could be useful. Martin R suggested that we should wait to see what naturally came out of the Project once he had formulated a programme. **(Martin R)**

Martin J said that there was currently no summer outing planned for June but that Jen Callis had approached him with an idea that a friend of hers might be willing to guide a walk around Church Brough. **(Martin J)**

Richard said that there was still one empty slot in the programme for February next year because he did not feel that Linda Hodgson was sufficiently reliable to make the date. He had suggested Angus Winchester on the Commons of Westmorland but felt that this subject was rather similar to that of Caron Newman, so had not pursued the matter. The date was left open for now but would need to be filled by the end of the summer. **(Richard/All)**

7/5/16 Administration Systems

Everybody agreed that the new administration system devised by Martin J was excellent & easy to use. Martin said that he had added a Twitter feed to the website, although this enhancement passed directly over the head of at least one member of the committee, notably your secretary. Martin J & Richard politely reminded everyone that the synopses of the talks should be entered on the system when available Phyl said that the synopsis might not be available at the time of confirming booking but that it should be available 2-3months in advance of the talk.

8/5/16 Changes to the Committee.

Phyl said that she had approached Martin J to see if he would consider being the new Chair when she retired in January, and was delighted to say that he had agreed. His acceptance left open the question of who would take on his current activities, the newsletter, the website and the AV equipment setup. The latter was thought to be a particular issue because the Chair was always busy at meetings and there would be no spare time available for him to do that as well. Richard said that he could probably take on the AV setup, as long as the equipment continued to be brought in & taken away & stored as usual. However, he could not guarantee attending every meeting. Martin said that in these circumstances he could probably step in on an occasional basis. It was agreed that we should ask the membership for a volunteer in the first instance. **(Phyl/Richard/Martin J)**

When it came to the website & admin systems, Martin felt confident that he could continue to handle those tasks as well as that of Chair.

Phyl advised that, following a meeting with them, David Boote and Diane Monckton had provisionally agreed to take on responsibility for the Newsletter, subject to the committee's approval. The editor did not require a constant local physical presence – so it could be set up by anybody with an internet connection. After formatting, the final version could then be sent to another committee member, possibly Phyl, for printing & distribution. A general discussion took place about the pros & cons & finally, Martin J suggested that he, together with David & Diana, could trial a joint editorship with the autumn edition & the committee agreed. It was felt by the meeting that it was not entirely necessary for David & Diana to be part of the committee, taking account of their limited time in the area but this did remain a possibility. **(Phyl/Martin J)**

Phyl said that she had recently spoken to Trish Shaw and that she had indicated that she might be willing to return to the committee in the future. **(Post meeting note: Not this year!)**

9/5/16 AOB

There being no further business the meeting closed at 9.20pm

Time & date of next meeting: 7.30pm Thursday 23 June at The White House, Brampton